

## VILLAGE OF ATWOOD

### Board of Trustees Meeting

January 19, 2010

Village President Ronald E. Wallace brought the Atwood Village Board meeting to order at 7:00 p.m. at the Municipal Building. Those recorded present were Joe Streit, Gene Greek, Gloria Litwiller, Jeremiah Osborne and Tyson Wingler. Jim Tholen was recorded absent.

**MINUTES: MOTION:** Litwiller made motion to accept the minutes as presented seconded by Osborne. **VOTING:** All aye; motion carried.

**WATER & SEWER:** Greek reported that the water and sewer committee met on January 14, 2010 at 5:30 p.m. at the Municipal Building with Osborne, Tholen, Chairman – Greek and Wingler present. **1. FLOW METERS:** The flow meters have been removed during the winter months to avoid any damage to the flow meters. The flow meters will be in use again in the spring. They will be installed in the two main laterals entering the wastewater treatment plant. From these two points flow readings will be used to work backward within the sanitary sewer system to determine a point(s) of entry from storm water into the system. **2. NEW WATER AND SEWER RATE STRUCTURE:** After further discussion, the Water and Sewer Committee submits the following proposals to the village board for consideration. **A.** A new water and sewer rate be established based upon the actual number of gallons consumed by the customer. The rate would be set at 1.2 cents per gallon without any rate reduction for the volume of water consumed or any rate reduction for the volume of water discharged into the sewer system. The 1.2 cents rate per gallon of water consumed will be divided between water and sewer usage based on a rate of 55% water and 45% sewer services. **B.** The minimum charge for the first 2,000 gallons will be \$24.00 or 1.2 cents per gallon. For each gallon of water consumed above 2,000 gallons the charge will be 1.2 cents per gallon. The 1.2 cents per gallon includes the charge for sewer service. **C.** For the Village of Garrett, and all water service to customers outside the village corporate limits, the new rate will be 55% of the per gallon rate charged for customers within the village corporate limits. Due to a contractual agreement, the water rate for West Prairie Water Co. will remain unchanged for the near future. **D.** A service charge of \$2.00 will be added to each customer billing, within the village corporate limits, to create a reserve fund. This service charge will continue in effect until modified or ended by the village board. **E.** An annual inflationary rate increase of 3% will not be included in the new rate structure. **F. Water and Sewer Committee concerns.** There are some committee concerns regarding the new proposed water and sewer rate structure. **1.** Customer costs: For a customer billed for 4,000 gallons the total charge would be \$50.00 compared to \$29.45 under the old rate structure, an increase of \$20.55. **2.** Since the cost per gallon will not be reduced for the volume of water consumed, some customers will experience a significant increase in their water and sewer bill. **3.** Customers outside the village corporate limits will experience nearly a 2 ½ fold increase in their water bills, based upon 1.2 cents per gallon rate at 55%. **3. WATER AND SEWER DEPT. OPERATIONS:** During the month of December, 2009 the water department processed an average of 129,915 gallons of finished water per day. For the month a total of 4,027,380 gallons

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of finished water were produced. The wastewater treatment plant operated within all I.E.P.A. standards. **4. ADJOURNED**: 6:00 p.m.

Greek read the following letter from the IEPA: Dear Ladies and Gentlemen: I have completed an engineering evaluation of the Atwood Public Water Supply. The Village's water facilities were inspected on December 17, 2009, at which time Mr. Allen Romine, Waterworks Superintendent, accompanied me.

These evaluations are periodically conducted to determine if your public water supply complies with the requirements of the Environmental Protection Act, 415 ILCS 5/1 et seq. (Act), Title 35 of the Illinois Administrative Code (IAC), and related standards. Based on this evaluation, no sanitary or operational deficiencies are apparent with the Atwood Public Water Supply. A review of analysis results on file shows the Village has not exceeded any water quality parameters. We wish to complement you for operating and maintaining a safe and efficient water system.

Greek stated that Stephen Johnson thanked Romine for his courtesy extended to Johnson. Greek thanked Romine for his exceptionally good job on keeping the water plant in compliance with all of the IEPA requirements.

**FINANCE, PERSONNEL & CABLE TV:** Greek reporting for Tholen asked that the committees get their budget items together for the new fiscal year before the February meeting. Tholen would like to have the rough draft of the budget ready for the March meeting and adoption of the FY 2011 budget taking place at the April meeting.

Streit received an e-mail from the company that is reading the data for Alternate Energy Solution on the wind study tower. They are requesting payment early for their travel expenses in the amount of \$500.00. The board decided that this would put them over budget and want to pay them as per the contract agreed upon.

The committee meeting was held January 14, 2010 at 6 p.m. at the Municipal Building with Greek, Osborne, Chairman Tholen and Wingler present.

**STREETS, ZONING & MOSQUITO CONTROL:** Osborne reported Greek, Tholen, and Chairman – Osborne and Wingler were present at the Street and Alley committee meeting held on January 14, 2010 at 6:30 p.m. Snow removal has been going ok and so far the snow removal trucks are holding up. There are holes starting to develop and Myers will try to get them filled.

**POLICE, SAFETY & HEALTH:** Wingler reported that the police committee meeting started at 7:00 p.m. on January 12, 2010 at the Municipal Building. Those present were Chairman – Wingler, Streit, Litwiller and Chief Ponder. The police committee discussed police coverage for Hammond. Chief Ponder met with the Police Chief of Cerro Gordo and the Mayor of Hammond and discussed the contract Cisco has with Cerro Gordo for Police coverage. Police Chief of Cerro Gordo showed Ponder a copy of their contract. Talks went well and Hammond is still very interested in the coverage. Hammond was going to meet with their full board and their lawyer on January 19, 2010.

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The police committee discussed the number of part time officers that are currently on the roster. The number of part time officers on the roster has been a concern of the Mayor's and some of the trustees'. Chief Ponder agreed to ask some of the part time officers who have not been able to work in some time to resign. Chief Ponder was against asking some of these officers on the fact of their many years of service to the village and the fact they are not costing anything by being on the roster. The committee asked Chief Ponder to keep a reasonable number of part time officers who have the ability to cover the schedule. Chief Ponder stated he would still like to hire a part time officer. The committee had a short conversation on the matter.

Wingler read from his police committee minutes about an incident that happened on January 5, 2010. The committee reviewed a Police Department statement that outlined an incident on January 5<sup>th</sup>. The committee feels that the officer handled the event appropriately. Following the incident however, a person on the village board made contact with the officer in an extremely unprofessional manner. The committee condemns the action and behavior of the person in question in the strongest terms, and would like to ask all members of the village board to bring up any issues and concerns with the police Department by contacting the Chief of Police, or go through the police committee. Chief Ponder has also created a comments/concerns form for all members of the public in order to improve service for the community. The village board member has apologized to the officer. The officer has also been reprimanded for the situation. Monthly reports were also reviewed.

**CIVIC IMPROVEMENT, TOURISM, & SPECIAL PROJECTS:** Committee meeting was held January 12, 2010 @ 8:14 p.m. at the Municipal Building.

The meeting was brought to order at 8:14 p.m. with Joe Streit (Chairman), Gloria Litwiller and Tyson Wingler in attendance.

Streit participated in a webinar on January 8 regarding the natural gas co-op that the Village might join. The presenter explained why there has been no visible progress to date, and outlined the next steps in locking in a lower gas purchase rate. By the end of January, the co-op expects to have a proposal that would lock in a 3% lower rate for the July-October 2010 meter periods. This is based on the indexed rate, similar to the Village's current electricity agreement. Starting in November, a new fixed rate would be established for a period of one year. Currently, the buyer is expecting a rate between \$.68 and \$.75 per therm; while the Village's last yearly average per therm was approximately \$.874. The final amount, while still to be fully determined and admittedly does have the possibility of being higher than the market rate, is expected to actually be lower, and the Committee recommends signing the agreement.

There has been no update regarding the Village's grant application from DCEO. The meeting adjourned at 8:20 pm.

**BUILDINGS & INSURANCE, PARK, & PROPERTY & WASTE MANAGEMENT:** Litwiller reported that a committee meeting was held January 12, 2010 at 8:21 p.m. The committee discussed a new raffle for park equipment. This time will be for bundles of meat from Atwood Processing. The committee will also be talking with other businesses in town to see if they would be willing to donate, with the raffle drawing being held on May 17, 2010.

Litwiller will check with Piatt County Forest Preserve to see about raising the fee on the park contract.

Litwiller has received a quote of \$2,250 per year for insurance for a wind turbine.

Litwiller also checked on the cost for drug and alcohol testing for employees from Carle and Kirby. This will be discussed further at later meetings. Carle will do random testing, Kirby, the Village would have to set up their own random testing schedule. Kirby's cost was higher and would have to do breathe alcohol at Monticello. Kirby's cost was \$47 for alcohol test, \$65 for five panel drug tests and \$85 for eight panel drug tests. Carle was \$39 for alcohol test and \$45 for five or eight panel drug tests but would have to go to Carle to have the tests administered. Kirby has no medical review board, if positive, retest, if still positive would tell the person tested and the village. Carle has a medical review board. The random testing is set up in the computer and the village chooses how many to be tested randomly. With Kirby the village would have to set up the random testing.

#### **OLD BUSINESS:**

**NATURAL GAS CO-OP:** The Civic Improvement Committee recommends that the natural gas co-op agreement be signed when it is presented. Right now would be looking at a 20% lower rate for natural gas. **MOTION:** Streit made a motion that when the gas co-op comes out, to go ahead and sign the agreement, seconded by Osborne. **VOTING:** Greek, yes; Litwiller, yes; Wingle, yes; Osborne, yes; Streit, yes; motion carried.

**HAMMOND, IL POLICE COVERAGE:** The Hammond village board is meeting tonight to discuss Atwood providing police coverage for Hammond. The contract between Cisco and Cerro Gordo is set up where Cisco is charged \$40 per hour at 55 cents per mile with there being a 53.83% profit for Cerro Gordo. The population of Cerro Gordo is around 1,600 and Cisco's population is 283. Hammond has a population of around 518.

**WATER & SEWER RATES:** Greek passed out a summary of calculations for the water and sewer rates to all of the board members. The board is leaning towards going with the middle package at 1.1 cent per gallon. Discussed whether to go with a 3% increase/year increase, or raise high enough so don't have to increase rates again for at least five years. The committee also discussed a \$2.00 per month surcharge that could be eliminated from the water and sewer bills when deemed no longer necessary. Someone will check with other towns to see what they charge for disconnect and reconnect fees on water. The committee would like to bring back a firm rate increase to be passed at the February board meeting.

#### **NEW BUSINESS:**

**PART-TIME POLICE HIRE:** Wingle reported that Atwood part time police officers Danny Gregory, Kent Jones and Travis Brown will be bringing in their resignations. Police Chief Cliff Ponder recommends that the Village hire a new part time police officer. **MOTION:** Wingle made a motion to hire Carrie Matthews as an Atwood part time police officer seconded by Streit. The motion was tabled. Adding part time police officers to the roster will be discussed under

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personnel in closed session. Still a question whether any more part time police officers need to be hired. This officer would bring the part time roster to ten with two officers being specifically assigned to Hammond for duty if that proposal goes forward.

**PARK FUNDRAISING RAFFLE: MOTION:** Litwiller made a motion to spend up to \$300 for packaged meat to be raffled off with proceeds going for park play equipment, seconded by Wingler. VOTING: Streit, yes; Greek, yes; Osborne, yes; Wingler, yes; Litwiller, yes; motion carried.

**REVIEW & PAYMENT OF INVOICES: MOTION:** Streit made a motion to pay the invoices as presented seconded by Greek. VOTING: Osborne, yes; Litwiller, yes; Wingler, yes; Greek, yes; Streit, yes; motion carried.

**EXECUTIVE SESSION: MOTION:** Osborne made a motion to go into executive session to discuss personnel issues at 8:40 p.m., seconded by Litwiller. VOTING: Streit, yes; Wingler, yes; Greek, yes; Litwiller, yes; Osborne, yes; motion carried.

**RE-ENTER REGULAR SESSION:** The board re-entered regular session at 9:16 p.m.

**PART TIME POLICE HIRE: MOTION:** Wingler made a motion upon Chief Ponder's recommendation to hire Carrie Matthews as an Atwood part time police officer, seconded by Streit. VOTING: Streit, yes; Wingler, yes; Osborne, No; Litwiller, abstained; Greek, No; Wallace, No; motion failed.

**ILLINOIS NATURAL RESOURCES:** Wallace reported that On Wednesday, February 3, 2010 the Illinois Department of Natural Resources (IDNR) on behalf of the Federal Emergency Management Agency (FEMA) is hosting an Open House meeting to present the newly produced digital flood insurance rate maps (FIRMS) for Douglas County, Illinois. Local Government Officials session is from 2:30 p.m. – 4:30 p.m., the first session and the second session for the public at large will be from 6:00 p.m. – 8:00 p.m.

**CHAMBER OF COMMERCE NEW OFFICERS:** Streit reported that the Atwood Chamber of Commerce has a new board of officers. They are as follows: President – Deborah Chenoweth; Vice President – Debra Myers; Secretary – Karen Hanner; Treasurer – Kyle Ogden. The next meeting will be held February 18, 2010 at Rosy's Restaurant.

**ADJOURN MEETING: MOTION:** Greek made a motion to adjourn, seconded by Litwiller. VOTING: All aye; motion carried.

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Cindy L. Ard  
Village Clerk

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Ronald E. Wallace  
Village President